



VILLAGE OF CUBA

17 East Main St.
Cuba, New York 14727
www.cubany.org

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Michele Miller - Mayor
Steven Raub-Deputy Mayor
Jim Barnes- Trustee
Elizabeth Miller- Trustee
Thomas Taylor- Trustee

Corine Bump- Clerk/Treasurer
Lori Sweet- Deputy Clerk
Richard Hall- DPW Superintendent
Kevin Margerum- Code Enforcer
Roman Cavalletti - Operator- STP

10/11/2021 Village of Cuba, NY Board Meeting

PRESENT: Mayor Michele Miller, Trustees Tom Taylor, Jim Barnes, Steve Raub, Elizabeth Miller

ALSO, PRESENT: Corine Bump, Clerk/ Treasurer, Richard Hall Superintendent of Public Works

Absent: Roman Cavalletti- Operator STP (On vacation)

Cindy Colley, Lisa Ricci

GUESTS: N/A

MINUTES: THE MINUTES WERE CIRCULATED. **TRUSTEE RAUB MADE A MOTION TO APPROVE THE MINUTES AS SUBMITTED WITH TRUSTEE MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.**

BILLS:

The bills were reviewed by Mayor Miller, Trustee Raub, and Trustee Taylor prior to tonight's meeting.

TRUSTEE RAUB MADE A MOTION TO APPROVE THE BILLS WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

APPROVAL OF CLAIMS AND BILL PAYMENT: Abstracts Voucher #'s 20220169-20220309

General Fund- A-\$46,631.87,F -\$165,581.59 G- \$27,928.76 TOTAL- \$237,142.22

POLICE REPORT: N/A

BUILDING INSP./CEO: Mayor Miller stated the code officer has been checking on the automotive businesses in the Village and some concerns have come in regarding open air sand blasting. Mayor Miller has asked that Kevin attend the Zoning Board of Appeals meeting on 10/26/21 at 7:00 pm pertaining to a residence on Champlain Ave.

WASTEWATER PLANT REPORT: Full report on file at the Clerk's Office.

- We received the new tractor and had to pump on Sept. 24th it operated good.
- We pumped was for 4 hours using 2 gallons of fuel, the Mahindra would have used 10 to 12 gallons. I made a roof out of the old panel box in the lab, Amanda and I also added a plexi glass window.
- Attended the 10 hour osha class and now have a 10 hour osha certification.
- Putting together quotes for U.V. bulbs, ballasts, HMI screen, and circuit board
- Installed the trickling filter arms
- Working with Rick Hoffman to get quotes for replacing one of the Rotork valves in the secondary pump station, the one for the intermediate clarifier is not reparable we have been turning it by hand to keep up with the sludge.
- Spoke with Todd from the state to bring in their boom brush tractor to mow the banks of the creek to allow us to see in during high water events and he put us on their schedule as part of shared services.
- Amanda and I cleaned and painted the intermediate clarifier
- Changed a mechanical seal on one of the motors in the secondary pump station after hours due to the pump loosing prime and no longer pumping during a higher than average flow.
- On Thursday October the 7th Sevon Thompson came and did his yearly plant inspection. He was impressed with the upgrades, our paper work in the lab was an A+. the only stain of a total 100% for the whole plant was on of the final clarifiers that had a normal amount of build up and had not been hosed that day he has requested that we send him a picture once it is fully cleaned, but the functionality of it was still well within limits. (Jim stated at the meeting Amanda cleaned it up and sent the photos to S. Thompson Saturday 10/9/21)

SUPERINTENDENT'S REPORT:

- 1) Monthly Water Test Results for E. coli/Coliform – Both “Negative.” Also took 3rd quarter PFOA, PFOS and 1,4-Dioxane and yearly “Primary Inorganic & Synthetic Organic Contaminant Samples
- 2) “Design Phase” of water project is underway. Surveying and soil boring is ongoing.
- 3) Helped Roman put new trickling filter arms on. Helped put out flood gate and learned how to put new tractor in PTO gear for pumping.
- 4) Picnic tables from both parks to and from Garlic Fest grounds
- 5) Put up new “Welcome to Cuba” signs on signs entering the Village
- 6) Over 60 underground locates this month
- 7) Picking up leaves with leaf vac and along curb edges with street sweeper on rainy days.

- 8) Thanks to the Town of New Hudson for compacting the base for our pole barn with their dozer /roller.
- 9) Raised a catch basin on Patriot Avenue
- 10) Tapped the water & sewer mains on Water St. for Burch Family Dental. Great job by the crew, worked until 9 p.m.
- 11) Took down Garlic Fest banners and replaced with "Hometown Hero" banners
- 12) Worked in shop on rain days studding up walls, insulating and putting up steel.
- 13) Worked on new pole barn and we started putting the roof on today
- 14) Removed sidewalk blocks @37 South, three spots on Spring and two spots on Mill Street. Some locations need "detectable" and others are due to Village trees heaving the blocks.
- 15) Crack filling has been completed for the year
- 16) Equipment Repairs: Serviced the leaf vac. Put new starter button in street sweeper. Battery shorted out on leaf vac and had to be replaced.

- **CLERK/TREASURER REPORT:** The NYS 1, and the Retirement report all have been accepted and paid. We are still waiting to hear back from NYSLRS on a matter.
- One crossing guard is out and another is scheduled to be out. Corine sent ads to the Olean Times Herald and Cuba Patriot requesting the ad be run 4 specific days in October.
- All information was turned over to the accountants 9/21/21 for the AUD!
- Lori and Corine continue Covid-19 cleaning procedures and masks are once again required in the Clerk's Office if a visitor is not fully vaccinated for Covid-19 following the Guidance released 9/3/2021 from Allegany County. (We often wear a face cover when waiting on customers/visitors.)
- Documentation continues to be requested by all Village employees for Covid-19 tracking and potential State reimbursement if instances occur.
- Corine called EJP to inquire as Trustee Barnes suggested to find a temporary solution to the meter reading issue. As it turned out, Logics had a software upgrade that coincided with the generation of the files, making them incorrect. A new handheld device would cost approximately \$15,000, the software reader program that pairs with our meters are anywhere from \$22,000-\$25,000 to get us through for right now. What we have can be

converted for \$80,000 for approximately 830 radio reads. The current set up continues to be obsolete like when we purchased the current handheld second hand from another municipality.

- Worked numerous times in person and over the phone with staff to assist in voucher preparation in addition to providing tools, resources, and documentation from The NYS OSC why vouchers, etc. are to be prepared in a specific way. Accountability is key when working with municipal dollars. I also explained that even though a training may be authorized for a staff at a board meeting to attend, the expenses need to be audited, and approved with the following months abstract to ensure the integrity and reimbursement amount is allowed, traceable, and measurable- should be sent for approval the following month. I ended up asking for an in person meeting with a staff member and the Mayor, but the meeting was cancelled due to an illness in the staff's family and not rescheduled. We worked again in the office and the information is still incomplete on the vouchers.
- Generated the final month of interest for Village Tax Bills.
- Corine and Lori worked to prepare, issue credits, investigate high reads, for all water/ sewer accounts for the VOC. Lori was able to package and prepare them to mail. Corine dropped them off 10/1/21. Corine made a typo at the lower portion of the bill but the customers due date was correct.
- Corine and Mayor Miller have been working with Catherine Rees, B&L and Fiscal Advisors for the water projects and BAN.
- Corine sent the payment for the Water Tank Payoff on 9/14/2021 with calculated interest relayed by USDA. The check was cashed but we have not received a paid in full receipt yet.
- I received an email to a link for a microscope to be ordered for the STP. When clicking on the link it was discovered to be more than the dollar amount allowed to purchase without following the procurement policy, and exceeded the credit card amount, so it needed board approval. When calling to inquire the steps required to purchase from the company-should

the board authorize the purchase, it was found the microscope would not be the most affective for the plant. I spoke with a gentleman named Larry, he told me, this microscope does not have Phase Contrast, which is needed for WWTP facilities. I sent the information to Roman via email and he called and spoke with the rep as well. Once the correct microscope was identified for intended purchase- Corine sent all the required documentation to set up the account on Tuesday 9/14/21 and did not have an email response until Thursday 9/23/21 while out of the office. Corine has been trying to order the microscope for the STP but the company has not responded since the last week of September.

- I received a link from staff via Home Depot to order \$700 plus tools which does not follow the procurement policy. It's on hold at this time.
- Corine set up a new vendor and submitted the required documentation with the vendor and processed the payment for the new tractor at the STP.
- No information/vendor information has come into the Clerk's office from Ace Viking Electrical regarding the new pumps approved for purchase at the STP at the 9/13/21 meeting using the ARPA funds.
- Lori and I have webinars scheduled for Logics Software/ Edmunds Gov Tech and Records Retention 10/14 and 10/26.
- Corine and Lori worked with Code Enforcement on several issues. There will be a ZBA meeting 10/26/21 at 7:00 pm and there is a quorum. Posting will begin according to the schedule.
- Corine worked with Cuba Restorations LLC on several requirements for the grant submission for their reimbursement.

Corine has been working with Jennifer Dussault from BIDURENERGY for the updated electric energy supplier. Constellation has come through with the best price at .05919.

TRUSTEE TAYLOR MADE A MOTION TO SIGN THE THIRTY MONTH CONTRACT WITH BIDURENERGY through CONSTELLATION- AND TRUSTEE RAUB OFFERED A SECOND. ALL IN

FAVOR AND THE MOTION CARRIED. Corine will sign the contract and send it in via email first thing in the morning 10/14/21.

FINANCE: Jim had a phone call with Tom Becker from USDA again. Corine and Jim will work together Tuesday 10/14/21 at 1:00 to work on what remains of the funding application to hopefully submit before month's end.

REFUSE: Trustees Barnes and Taylor went to Friendship for their monthly meeting to discuss the refuse agreement and trouble shoot. They would like to continue with the crew they have, and Friendship will take the RFP Cuba worked up to take to their board. Oakley stated he would reach out to Belmont to use their packer in emergencies. It was brought up to split Cuba's collection into two days. Discussion took place to possibly implement stickers or garbage cans to avoid people bringing trash into the village that was not generated in the village to reduce the cost and damage to the truck from over/unauthorized use.

MAYOR'S REPORT: Mayor Miller discussed the MRTA 12/31 deadline for the Marijuana dispensaries and or consumption. The board discussed how they feel more time is needed so more information can be understood. There will be a public hearing 11/8/2021. There might be a need for a larger venue for the meeting. Corine will post about it this week and send to the newspaper.

Discussion took place regarding the parking issue on West Main St. One idea was to open parking on one or both sides of the street up to the bridge on West Main St. The discussion was tabled at this time.

Mayor Miller presented a resolution for the culvert on E Main St.

Resolution No. 21-2021

Whereas the East Main Street culvert is deteriorating and contributing to a hazardous road condition, and

Whereas, the culvert is located within the Village limits, and

Whereas, Allegany County resolution 65-95 sets the terms of the cost sharing agreement to be for the construction or improvement of Town bridges, and

Whereas, The County resolution and the language of section 238 of Highway Law which the resolution is based on, it is the county's opinion that the 85%-15% cost share would be valid for this project, and

Whereas, the Town of Cuba agrees to assume maintenance of the bridge after its construction,

Therefore, the Village of Cuba commits to an expenditure of 15% of the cost of remediation and construction of a bridge on East Main Street.

Mayor Michele Miller X aye nay

Trustee Steven Raub X aye nay

Trustee Jim Barnes X aye nay

Trustee Elizabeth Miller X aye nay

Trustee Tom Taylor X aye nay

NEW BUSINESS: N/A

Old Business: N/A

TRUSTEE TAYLOR MADE A MOTION TO ADJOURN WITH TRUSTEE RAUB OFFERING A SECOND AT 8:06 PM. ALL IN FAVOR AND THE MEETING CLOSED.

Respectfully Submitted, Corine Bump-Clerk/ Treasurer